

Complete Streets Advisory Council



December 4, 2014

Agenda

- Welcome
- Approve draft minutes from December 5, 2013 & May 15, 2014 meetings
- Correspondence
- Public Comment
- Update from MDOT's Complete Streets Internal Team
- Update from MDOT's M2D2 Team
- Break
- Update on State & Federal Transportation Funding
- Review & Approve 2015 Meeting Schedule
- Review & Approve 2014 Annual Report
- Public Comment
- Wrap-Up
- Adjournment



Approval of Draft Minutes



Correspondence



Public Comment





Complete Streets Policy Implementation and Multi-Modal Development and Delivery (M2D2) Update

December 4, 2014

Complete Streets

Policy Implementation Plan



- What's next for MDOT?
- How does this affect project development?
- What new procedures/forms are necessary?

STC Policy

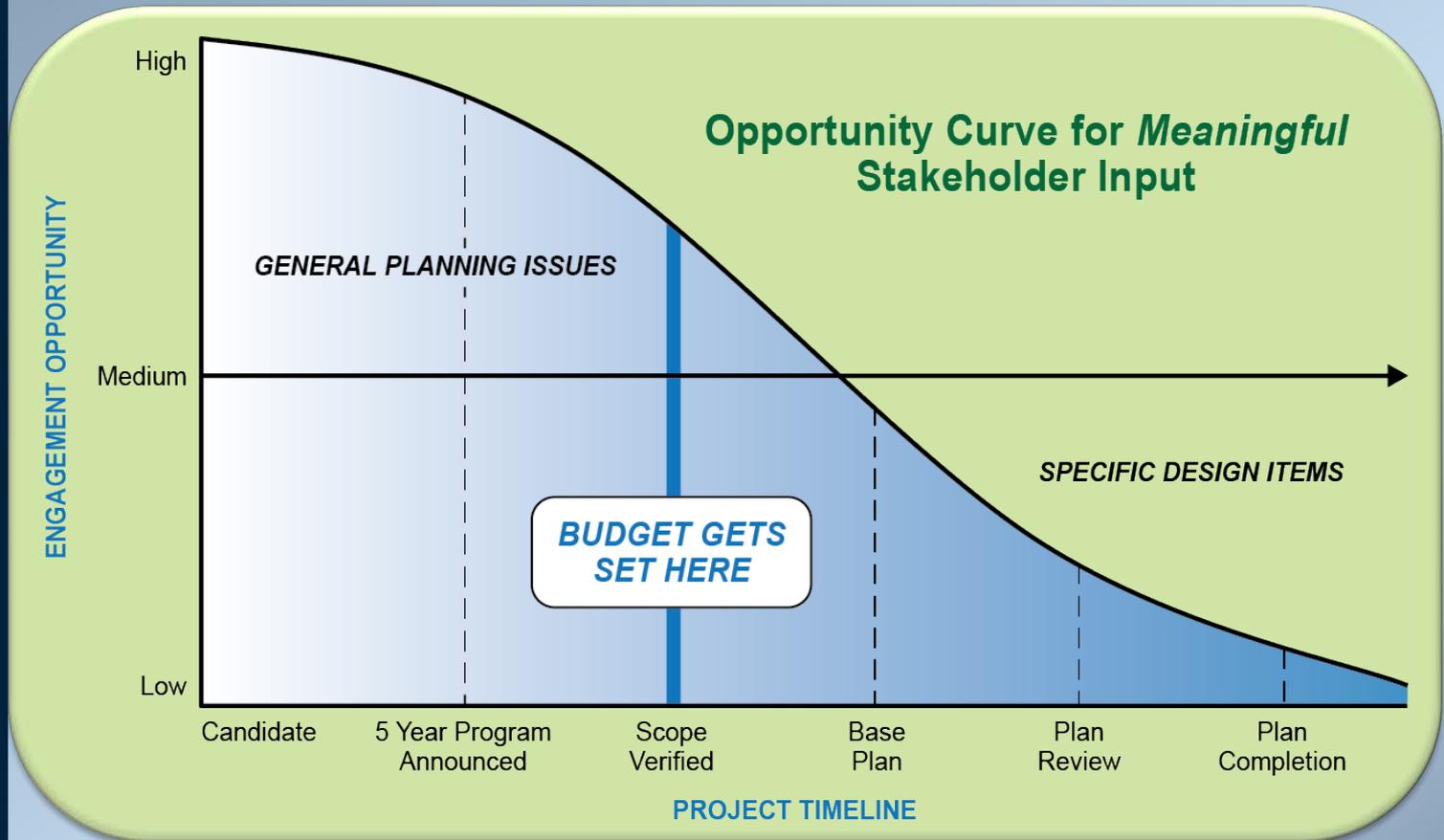


- Development of implementation plan, including exceptions process
- Annual reporting to STC
- Require working with locals on federally funded projects
- Require working through Context Sensitive Solutions (CSS) policy already integrated

So what projects are affected by this?

- *Potentially all!*

Community Engagement via CSS will drive implementation



What Does This Mean For Project Development?



- Even projects with design underway, opportunities to discuss minor changes, i.e. pavement markings and transit stops
- No magic “date” ...
Applies to all projects
- **Engage early and often**

Engage Early *(continued)*



- Consider Complete Streets features by permitting public/private entities to construct within right of way
 - Include customers, local residents, road users and stakeholders
 - Analyze proposed projects for opportunities
 - Identify funding opportunities

Document/Report



- **Stakeholder Engagement Plan Form #1630** tracks level and methods of engagement
- **Complete Streets Exception Request Form #1631** for exception requests

The Stakeholder Engagement Plan Form #1630

Michigan Department of Transportation
1630 (12/13)

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Examples

REGION (Select one):	TSC (Select one):	CONTROL SECTION
JOB NUMBER	TEMPLATE	
ROUTE/LOCATION	MAJOR PR NUMBER	
WORK DESCRIPTION		
PROJECT MANAGER	SCOPE VERIFICATION DATE	
STAKEHOLDER ENGAGEMENT ACTIVITY LEVEL See Table 3 of the Guidelines for Stakeholder Engagement		
<input type="radio"/> I <input type="radio"/> II <input type="radio"/> III <input type="radio"/> IV <input type="radio"/> V		
PLANNED TOOLS: (See list on page 19 of the Guidelines for Stakeholder Engagement) Select all that apply:		
<input type="checkbox"/> Banners <input type="checkbox"/> Billboards <input type="checkbox"/> Charrettes / Workshops <input type="checkbox"/> Construction Map <input type="checkbox"/> Corridor Study <input type="checkbox"/> E-mail <input type="checkbox"/> Flyers / Brochures <input type="checkbox"/> Internet Website <input type="checkbox"/> Letters <input type="checkbox"/> Magazine Articles <input type="checkbox"/> Maps <input type="checkbox"/> Newspaper <input type="checkbox"/> Phone <input type="checkbox"/> Press Release <input type="checkbox"/> Radio <input type="checkbox"/> MDOT / Community Initiated <input type="checkbox"/> Television <input type="checkbox"/> Written Invitations <input type="checkbox"/> Other Engagement Methods <input type="checkbox"/> Social Media (text messages, internet forums, podcasts, wikis, blogs)		
PLEASE ELABORATE ON THE PLANNED TOOLS AS NEEDED FOR CLARITY:		
PLANNED PEOPLE TO ENGAGE (See list on page 19 of the Guidelines for Stakeholder Engagement) Select all that apply:		
<input type="checkbox"/> Advisory Councils <input type="checkbox"/> Religious Institutions <input type="checkbox"/> Citizens/Advocacy Groups <input type="checkbox"/> Corridor Interest Groups <input type="checkbox"/> Foundations <input type="checkbox"/> Industry Leaders <input type="checkbox"/> Major Employers <input type="checkbox"/> MDOT Staff <input type="checkbox"/> Legislators and other Government Officials <input type="checkbox"/> Other Local, State, and Federal Agencies <input type="checkbox"/> Local Staff and Elected Officials (mayor, city managers, planner, etc.) <input type="checkbox"/> MPOs / RPAs <input type="checkbox"/> Neighbors <input type="checkbox"/> Permits and Coordination Managers <input type="checkbox"/> Property Owners <input type="checkbox"/> Rural Task Force <input type="checkbox"/> Public Safety Officials <input type="checkbox"/> School District Officials <input type="checkbox"/> Utility Companies <input type="checkbox"/> Other Stakeholders <input type="checkbox"/> Tourism Organizations <input type="checkbox"/> Chambers of Commerce/Downtown Development Authorities		
PLEASE ELABORATE ON THE PLANNED PEOPLE TO ENGAGE AS NEEDED FOR CLARITY:		
PLANNED ACTIVITIES TO ENGAGE (See list on page 19 of the Guidelines For Stakeholder Engagement) Select all that apply:		
<input type="checkbox"/> Annual Legislative Briefings <input type="checkbox"/> Religious Meetings <input type="checkbox"/> Community Meetings <input type="checkbox"/> NEPA Process <input type="checkbox"/> County Meetings <input type="checkbox"/> Daily Communication <input type="checkbox"/> Design Oriented Meetings <input type="checkbox"/> Incident Driven <input type="checkbox"/> Door-to-Door Notification <input type="checkbox"/> Listening Session <input type="checkbox"/> Local Government Meetings <input type="checkbox"/> Summits <input type="checkbox"/> Project Meetings <input type="checkbox"/> Special Events <input type="checkbox"/> MPO / RPA Meetings <input type="checkbox"/> Neighborhood Meetings <input type="checkbox"/> Public Meetings - (Formal and Informal) <input type="checkbox"/> Public Safety Meetings / Forums) <input type="checkbox"/> Regular Meetings with Maintenance Agencies <input type="checkbox"/> Rural Task Force Meetings <input type="checkbox"/> Speaking Engagement <input type="checkbox"/> Scoping Meetings - Van Tours <input type="checkbox"/> Small Groups Meetings of Elected Officials <input type="checkbox"/> Special Events <input type="checkbox"/> Trade Shows <input type="checkbox"/> Special Interest Group Meetings <input type="checkbox"/> Workshops <input type="checkbox"/> Other Activities <input type="checkbox"/> Studies (ex. Access Management) <input type="checkbox"/> Social Media		
PLEASE ELABORATE ON THE PLANNED ACTIVITIES AS NEEDED FOR CLARITY:		

MDOT 1630 (12/13)

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COMMENTS/CHANGES TO STAKEHOLDER ENGAGEMENT PLAN AT SCOPE VERIFICATION	DATE
COMMENTS/CHANGES TO STAKEHOLDER ENGAGEMENT PLAN AT PLAN REVIEW	DATE
COMMENTS/CHANGES TO STAKEHOLDER ENGAGEMENT PLAN AT PLAN COMPLETION	DATE

MDOT 1630 (12/13)

COMPLETE STREETS

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Does the project contain Complete Streets Elements as defined under PA 135 of 2010? YES NO

If answered Yes to the above question: In scoping and/or stakeholder discussions what requests were made and what elements are included to accommodate non-motorized and/or alternative modes. Please explain below.

Were you able to incorporate any design features that would improve mobility for all users? In particular, items related to: ADA, senior mobility, pedestrian crossings, count-down signals, timing, lane reductions, curb radii, sight distance, transit facilities, bike lanes, trail crossings, refuge islands, sharrows, or other features that might improve safety and travel? NO YES

If yes, please describe:

Have there been any areas of the project where MDOT, the municipalities, or other agencies of jurisdiction have been unable to agree with MDOT or each other on final Complete Street elements and/or non-motorized connections? NO YES

If Yes, please elaborate on the circumstances and nature of the disagreement reasons for the disagreement and the current status of the project. If the municipality has an adopted Complete Streets Policy, and no agreement is possible, Form 1631 Complete Streets Exception Request should also be filed out and submitted. If an agreement was reached to add it to a future project or a substitute was found, please also provide this explanation.

To the best of my knowledge, the stakeholder engagement was conducted in accordance with this Stakeholder Engagement Plan and the MDOT Guidelines for Stakeholder Engagement except as noted in the comments above.

PROJECT MANAGER	DATE
REGIONAL PLANNING	DATE

Attach any additional documentation as necessary.

Complete Streets Exception Request Form #1631

Michigan Department of Transportation 1631 (05/14) **COMPLETE STREETS EXCEPTION REQUEST** Page 1 of 3
 This information fulfills Requirements of Michigan Public Act of 135 of 2010 and The MDOT Policy on Complete Streets, STC Policy #10214

ASSOCIATED JOB #s)	PROPOSED LET DATE	DATE OF REQUEST
AFFECTED GOVERNMENTAL UNIT(S)		
AFFECTED MDOT ROUTE(S)	CONTROL SECTION	
FUNCTIONAL CLASS	LEVEL OF SERVICE	
CAADT	AADT	
ASSOCIATED ROAD AND/OR BRIDGE PROJECT TYPE(S) (Please list by template(s))		
TOTAL PROPOSED COMPLETE STREETS CONSTRUCTION AND ENGINEERING COSTS	TOTAL ROAD AND/OR BRIDGE CONSTRUCTION AND ENGINEERING COSTS	
PROPOSED COMPLETE STREETS ELEMENTS		
BRIEFLY DESCRIBE THE CONTEXT OF THE PROPOSED PROJECT'S LOCATION (i.e., historic, suburban/urban/rural, cultural, geographic environment, etc.)		

EXCEPTIONS:
 Please check all that apply and provide a brief justification statement for each on page 2.

- The CS elements request was received too late in the MDOT project development process. *(proposed exceptions should be requested prior to the plan review stage of the associated construction project)*
- The cost of establishing the facilities would be disproportionate to the cost, need or probable use. *Based on current FHWA definition of disproportionate cost, 20% or greater.
- The establishment of the facilities would be contrary to public safety and/or state or federal design standards, laws, policy, rules, or regulations.
- Adequate facilities for non-motorized transportation or other Complete Streets infrastructure already exist in the area.
- There is a documented absence of current or future need.
- Emergency repair and replacement projects, including safety equipment and utilities.
- Projects in which maintenance or operational agreements cannot be reached.
- Other reason for exception.

EXCEPTION JUSTIFICATION SUMMARY

REQUESTED BY (MDOT PM)	SIGNATURE	DATE
APPROVED BY: (MDOT TSC Manager)	SIGNATURE	DATE
APPROVED BY (Region Development Engineer)	SIGNATURE	DATE

[Clear Form](#)

MDOT 1631 (05/14) Michigan Department of Transportation Complete Streets Exception Process Page 2 of 3

Michigan Department of Transportation Complete Streets Exception Process Complete Streets is defined as roadways planned, designed, and constructed to provide appropriate access to all legal users in a manner that promotes safe and efficient movement of people and goods whether by car, truck, transit, assistive device, foot, or bicycle. In 2010, the Michigan Legislature passed a law requiring MDOT to adopt a Complete Streets policy to ensure the effective implementation of Complete Streets on state highways. Michigan Public Act 135 of 2010 specifically states: "Before the department submits its multi-year capital plan to the commission or a county road agency approves its multi-year capital plan, for any project that affects a roadway or transportation facility within or under the jurisdiction of a municipality, the department or county road agency shall consult with the municipality and agree on how to address the respective complete streets policies, subject to each agency's powers and duties."

As part of the project development process, MDOT has for many years relied on a Context Sensitive Solutions Process that engages stakeholders in an effort to develop projects that meet the needs of local community, and incorporate MDOT expertise with bicycle, pedestrian, ADA and transit opportunities. This process is how MDOT identifies the Complete Streets elements that a community may wish to have as part of a project. MDOT makes all reasonable efforts to incorporate appropriate complete streets elements, but the Commission's Complete streets policy does allow for the possibility that an exception may sometimes be necessary for reasons related to cost (this exception process utilizes FHWA's definition of disproportionate costs of 20% or greater), safety, where adequate facilities already exist, where current or future needs is not demonstrated, in emergencies, or where maintenance agreements cannot be reached.

With this in mind, an exception process has been established to account for those situations where implementation of proposed complete streets elements is not achievable. This complete streets exception process is not required if: 1) the affected local government has not adopted a complete streets policy or 2) the affected local government adopts a complete streets policy too late in the associated project development cycle to reasonably accommodate the proposed complete streets elements. In the event the exception process does not apply, all unachievable complete streets requests should be duly noted within the appropriate project folder as part of the complete streets consultation process.

Please follow the process outlined below in conjunction with form# 1631 page 1 to submit, review, and record Complete Streets exceptions.

Process for Requesting Exception:

Note: Before formally requesting a complete streets exception, the project manager should consult with appropriate MDOT staff, including Region/TSC, MDOT Central Office, and Local Agency Programs. These staff can provide expertise in a variety of MDOT functional areas including funding alternatives, essential project delivery timelines, environmental constraints, non-motorized facilities, ADA compliance, and other relevant issues. Encouraging local government to reach out to MDOT staff early in the project development process will help ensure that all relevant issues are identified, addressed, and resolved in a timely manner.

- 1) MDOT manage
- 2) MDOT Region sought.
- 3) MDOT Engines Develop Comple
- 4) MDOT recomm changes
- 4a. If m app
- 4b. If th or n

Reference Documents:

- Michigan Public Act No. 134 of 2010
- MDOT Guidelines For Stakeholder Engagement

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File: Long-Term Reporting & Tracking

- MAP Project Information System 2000 (MPINSME) is being redeveloped and will be renamed JobNet
- Plans for JobNet to include data fields to identify projects containing Complete Streets in a future release
- Report through ACRS or similar system that can pull data from MAP

Multi Modal Development & Delivery (M2D2)

M2D2 – Multi Modal Development and Delivery

PRELIMINARY DRAFT – Work Plan

October 2014

- M2D2 is a project to support Michigan's economic recovery by improving MDOT's institutional capacity to plan, design, construct, operate and maintain Michigan's transportation system for Complete Streets and multiple modes.



GRESHAM
SMITH AND
PARTNERS

M2D2 Structure

- 7 Sponsors
- Roughly 50 Project Stakeholder Group (PSG) members
- Over 20 Curriculum Review Committee (CRC) members
- Consultants
 - Smart Growth America
 - Gresham, Smith & Partners

M2D2 Workshops

1	2	3	4	5	6	
March 10	April 14	May 1	May 19	June 9	June 16-17	
 <p>Transportation and Land Use</p> <ul style="list-style-type: none"> • History and legal basis of planning and zoning • Planning • Zoning • Subdivision • Economic and Fiscal Health • Integrating land use and transportation 	 <p>Active Transportation</p> <ul style="list-style-type: none"> • History and trends • Walking • Bicycling • Complete Streets 	 <p>Public Transportation</p> <ul style="list-style-type: none"> • System Characteristics: Intercity, Regional, Trunk Line, Local, Special Needs • Bus-based systems and technology • Rail-based systems and technology • Mobility management 	 <p>Intelligent Transportation Systems (ITS)</p> <ul style="list-style-type: none"> • Overview of ITS • State of the ITS Practice in MDOT/Michigan • ITS strategies and applications for all modes • Integrated corridor management (ICM) • Advancing multimodal ITS in MDOT programs, processes, and projects 	 <p>Transportation Demand Management (TDM)</p> <ul style="list-style-type: none"> • What is TDM and why do it? • Typical (and atypical) tools for TDM & Implementation • Setting up Success in Michigan • State role in TDM • How much? Measuring and reporting • Developing a TDM program 	 <p>Freight Logistics</p> <ul style="list-style-type: none"> • System characteristics • Truck-based systems • Rail-based systems • Intermodal hubs: Ports, Airports, Distribution centers 	 <p>Multimodal Integration and Trade-Offs</p> <ul style="list-style-type: none"> • Summary of findings from past workshops • Planning considerations • Design considerations • Construction considerations • Operations and maintenance considerations

M2D2 Draft Priority List

1. Road Design Manual & Guides

2. Bridge Design Manual & Guides

3. Sidewalk Participation Rules

4. LAP Guidelines for Geometrics

5. LAP Application

6. Project Scoping Manual & Checklist

7. Call for Projects Memo & Instructions

8. Funding Template

9. MDOT/FHWA Stewardship and Oversight Agreement

10. Crosswalk Design Guidance

11. Bus Stop Design Guidance

- Identified Primary and Secondary Lists of Documents/Processes to consider for review
- PSG met on Oct. 29th to review Draft Work Plan and provide comments.
- Those comments are now being incorporated into the final document.

Closing

- Continue with proactive stakeholder **engagement as early** as possible; before scoping whenever possible
- **Document** Stakeholder Engagement efforts on a new Form #1630 Voluntary until 2017 letting
- **Document** instances of disagreement with respect to Complete Streets policies on new Form #1631
- **File** in Project Wise

Feedback/Questions



Bradley Peterson, L.L.A.

CSS Coordinator

MDOT-Design

Roadside Development Unit

peterσονb3@michigan.gov

517-719-7318

Break

Please be back in 15 minutes



Update: State & Federal Funding



Review & Approve 2015 Meeting Schedule



Proposed 2015 Meeting Schedule

Capitol Commons Center

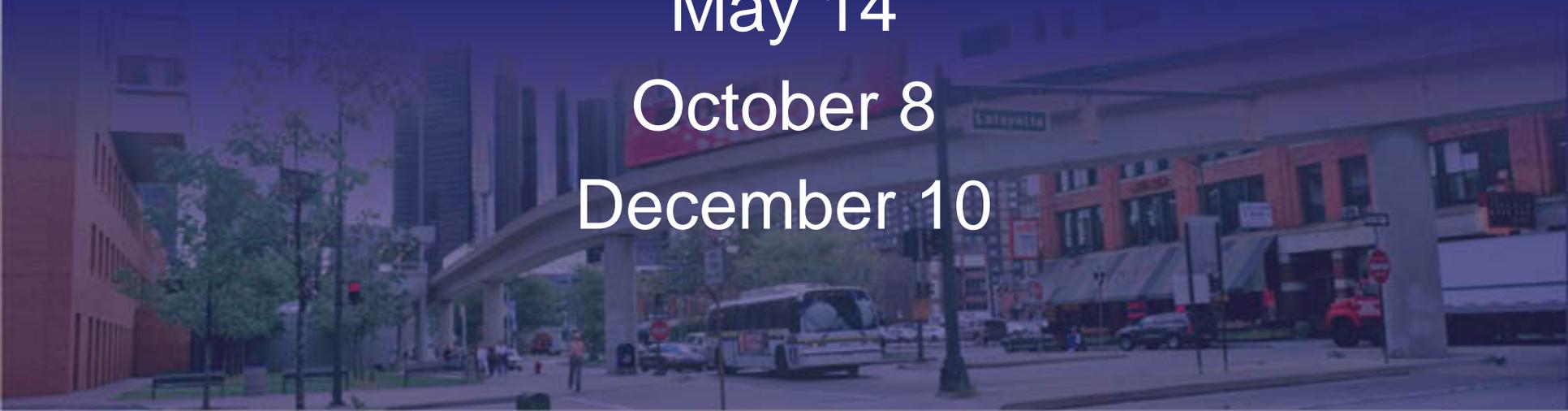
2:00 – 5:00 p.m.

January 29

May 14

October 8

December 10



Review & Approve 2014 Annual Report



Public Comment



Wrap-Up



Next CSAC Meeting

January 29, 2015 (tentative)

2 p.m. - 5 p.m.

Capitol Commons Conference Rooms



See you next time!

